

MINUTES OF THE GENERAL MEETING OF THE BIGFORK COUNTY WATER AND SEWER DISTRICT

The General meeting of the Bigfork County Water and Sewer District was held on July 11, 2018 at the District office. President, Seth Price, presided.

ATTENDEES:

Directors: Lloyd Ross, Gene Helberg, Bob Keenan, Seth Price, Tom Cahill
District Employees: Julie Spencer, Mimi Wildeman, Bob Hand
Engineering: Jeff Cicon P.E. Morrison Maierle
Public: None

President Price opened the meeting at 7:00 p.m.

READ AND APPROVE MINUTES:

The minutes of the June 2018 General Board Meeting were reviewed for approval. Price called for discussion. Hearing none, a vote was called. Keenan made a motion to approve, Ross seconded and it was unanimously

RESOLVED, That the Minutes for the June 2018 Board Meeting be approved as submitted.

CONSENT AGENDA

Price asked for discussion or changes Keenan added MT. Hwy 82 Green Box site to the New Business Cahill made a motion to approve, Helberg seconded and it was unanimously.

RESOLVED, That the Consent Agenda be approved with the addition of Green Box site too New Business.

PUBLIC COMMENT

None

OLD BUSINESS

Operations Report- Price asked if there was any discussion or questions regarding the report. Operator Hand presented, there was some discussion. There was discussion in regards to the repairs done and needed for the 1989 Peterbuilt we will need to figure out a replacement plan due to the age and part availability. Price asked if there was anything else that needed discussed, hearing none the report was complete.

Engineering update, Jeff Cicon

- ***Water Tank & Transmission Line and Access Easement*** –The Construction Committee is planning to meet with one of the property owners on the top of Windsor Drive on July 16, 2018 at 1:30 at the District Office. The C. C. will meet at 1:00 pm to make a plan; at this meeting we will discuss the possibility of acquiring an easement for access to the tank parcel. The outcome of this meeting will dictate how to proceed with the access issue. The second property owner on the top of Windsor is not interested in granting easement at this time due to him listing the property.

- *Blenn Street Services*, - Under Attorney Advisement
- *Highway 35 State Project*- This project will be done by the State DOT. It is now going into Design; it is not currently in the 5 year budget plans.

Wastewater System Improvements

- Wastewater System PER and CIP (*Task Order 33*) – The PER and the Capital Improvement Plan have been completed and copies provided to the District Office. The TSEP application was submitted on June 15, 2018; TSEP staff will review and rank the projects prior to the upcoming legislative session. Cicon informed the Board on the Rating Scale and how he feels that the District will score.
- Sludge Farm Irrigation System (*Task Order 30*) – The finale walk through was completed on June 22, 2018. The only remaining item was the wheel stops to prevent the pivot from colliding with the Sludge Storage Facility or County Green Box Site (these were not installed initially to prevent crop damage). The stops were installed July 2, 2018.

Mayport Harbor Pumps- Keenan reported that there are 2 that need completed and 1 that needs a meter installed. The last two will be completed as soon as possible, due to scheduling with Zavala. Julie will be sent out letters to anyone who has not already connected that the sewer hookup fee waiver will expire on June 9, 2019.

Meter Replacement Project- On going,

Renewal of Fire Hydrant Agreement with Bigfork Fire Department- This was sent to committee consisting of Keenan and Ross, the District held a joint meeting with the Bigfork Fire Department there was intense discussion it was decided that the District Manager, Fire Chief and Operations would sit down and come up with a plan on how to move forward. As of today they have not met.

Keenan stated that Cahill should replace him on the committee Cahill accepted.

Installing 4th Pump in Well – the Cicon will give Spencer the specs for Well Pump #3 and Spencer will move forward on the purchase.

NEW BUSINESS

Western States Equipment Service Agreement- after discussion was had the Board agreed to sign the agreement with the addition of Oil and Filter Maintenance. Keenan made a motion to approve, Ross seconded and it was unanimously.

RESOLVED, That the Western States Equipment Service Agreement be approved

Verizon Contract – Information Only

Denning, Downey & Associates Audit Report- Information in the report stated the District is operating in Compliance general accepted accounting principles.

Petition for Annexation of Two Lots- Keenan made a motion to approve, Cahill seconded and it was unanimously.

RESOLVED, That the Petition for Annexation of the lots be approved

Relocation of Green Boxes on MT HWY 82- Discussion was had in regards to the relocation of the Green Box Site, after reviewing the Pros and Cons it was decided that Keenan will go back to the County with our concerns and report back at the August meeting.

COMMITTEE REPORTS

Annexation, Main Extensions & Construction Helberg & Cahill

- TSEP Planning Grant- Update was given in Engineers Report
- Windsor Drive Property- Update was given in Engineers Report

District Investments Price & Ross

- Purchase of Additional CD Investment – meeting with bank to be set

Employee Insurance, Compensation & Certification & Safety Helberg & Keenan

- Safety Policy Update –no Discussion

Pretreatment Regulations Cahill & Price

- Flathead Lake Brewery- Spencer provided a copy of the draft permits to the committee for review their comments will be applied. Spencer will then forward to FLB owner for review and comments

Budget & Rate Structure Helberg & Ross

- 2018-2019 Budget – the committee will meet July13, 2018 at 10:30 am and bring a proposal back to the Board for the August meeting.
- Replacement Cost of Vehicles and Equipment
- Increase in Rates will be 5% this will begin on August 1, 2018 Notification was sent out on June 2018 Billing and is posted on Bigfork Water website.

Rules & Regulations Cahill & Price

- Committee has received a draft copy of the separation of Water & Sewer Rules and Regulations to Review, an additional review will include RV Parks and Hotel (motel) standards. Back flow device enforcement and installation will also be addressed in the standards.

Farmland..... Helberg, Cahill

- Spencer contacted the Farmer to have him look into Hail Damage Insurance he agreed and will look in to pricing and get back to us.

COMMUNICATIONS

Anytime Lock Safety

ADJOURNMENT

Price called for a motion to adjourn. Keenan moved, Cahill seconded and it was unanimously
RESOLVED that the public meeting be adjourned at 8:45 p.m.

Secretary, Mimi Wildeman

Minutes approved by:

President Seth Price